

**Water/Wastewater Commissioners’
Meeting Minutes
March 29, 2011**

Present: Robert E. Courage, Chairman
Michael E. Putnam, Vice-Chairman
Dale A. White, Member
David Boucher
Evelyn Gendron

Call to Order:

Chairman Courage called the meeting to order at 6:00 p.m.

Appointments:

Superintendent Boucher informed the commissioners that the Wilton Sewer Commissioners requested to be rescheduled for the meeting to be held on April 12th.

Decisions:

Approval of Final Minutes – Commissioner White made the motion to approve the minutes of the meeting held March 1, 2011. Chairman Courage seconded the motion. All voted in favor. Vice-Chairman Putnam made the motion to approve the minutes of the meeting held March 15, 2011 as amended. Commissioner White seconded the motion. All voted in favor.

Water Bill Financial Relief Request – 265 Elm Street - Superintendent Boucher explained that this business owner was experiencing economic difficulty and wanted to know what options might be available for a break from the quarterly invoice amounting to \$463.26. He said that the customer had commented to the Billing Clerk that the bill would be paid if there were no options, and that recent plumbing expenses added to their financial strain. Vice-Chairman Putnam made the motion to table this matter until Superintendent Boucher obtains billing history for this account. Commissioner White seconded the motion. All voted in favor.

Sewer Expense Reimbursement Request – 11 Souhegan Street – Superintendent Boucher explained that no action is necessary. A sewer back up resulted due to tree roots, which upon investigation by the Collection System Foreman was determined to be on the town’s right of way. The plumber’s expense of \$270.00 will be the town’s responsibility.

Bond Terms for the Union Street Water Main and Sanitary Sewer System Rehab Projects – Upon review of the information provided by Mr. Sheehy, Director of Financial Operations, the commissioners discussed the options for the duration of bonds for the Union Street Water Main Replacement Project and the Sanitary Sewer System Rehabilitation Project. Commissioner White asked that the bond amount be included in the new rate study. Vice-Chairman Putnam made the motion that the duration for both

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projects, specifically the \$270,000.00 for the Sanitary Sewer System Rehabilitation Project, and \$246,000.00 for the Union Street Water Main Replacement Project be paid with 10 year bonds. Commissioner White seconded the motion. All voted in favor.

Dennis L. Maher Proposal re: Curtis Well #2 Redevelopment – Superintendent Boucher explained that the email prepared by Mr. Gary Smith, Wright-Pierce Consulting had been forwarded for review, which included the signed Change Order #1 dated March 31, 2011, increasing the original contract price of \$57,625.50 for the construction/installation of Well #2A and the additional work of cleaning and redevelopment of the Curtis Well 2, to be performed by the contractor, the Denis L. Maher Company, LLC, by \$10,150.00, bringing the new contract price for this project to \$67,775.50. Upon discussion, Vice-Chairman Putnam made the motion to approve the Change Order #1 dated March 31, 2011 as quoted for the cleaning and redevelopment of the Curtis Well 2A in the amount of \$10,150.00, and noted that included in the proposal is a section itemizing a “not to exceed” rate of \$145.00 per hour for additional surge and pump time, if required. Commissioner White seconded the motion. All voted in favor.

Approval of Future Financial Manifests – Vice-Chairman Putnam agreed to approve the financial manifests on behalf of the Board of Commissioners at the Finance Department. Mrs. Gendron will forward the invoice lists received from the Finance Department each Monday to Commissioner White via PDF.

Commissioner as Liaison with Milford Board of Selectmen – Chairman Courage said that during the Board of Selectmen meetings, the Chairman frequently asks if there are any reports from committees or commissions. Upon discussion, Vice-Chairman Putnam said that he would be more than happy to be the one to brief the two boards with meeting topics. Chairman Courage made the motion that Vice-Chairman Putnam be the liaison between the Board of Selectmen and the Board of Commissioners, so that the two boards remain current with issues. Commissioner White seconded the motion. All voted in favor.

2011 Budget – Wages Line Item – Chairman Courage explained that the Water Utilities Budget was approved during the 2011 Town Meeting, which included Union and non-Union wage increases effective April 1. Discussion included the fact that prior to Attorney Drescher speaking during the Town Meeting, the Budget Committee had been against supporting the Water Utilities budget, and that no one had amended the budget during the Town Meeting, as well as there being latitude within departmental budgets as to how approved funds are spent, i.e., forgoing a planned equipment or vehicle purchase to spend approved funds otherwise. Chairman Courage made the motion to approve wage increases up to 2% as the Superintendent deems correlates to the annual employee performance reviews. Vice-Chairman Putnam seconded the motion. All voted in favor.

Gould vs. Century-Pro Motor for Curtis Well 2A: Superintendent Boucher explained the Century Pro motor cost is \$6,300.00 and the Gould motor cost is \$3,800.00 and a choice should be made. Upon discussion, Superintendent Boucher will obtain additional information, including whether the flange may be eliminated, and present his findings to the commissioners during the next meeting on April 12.

Items on Hold – Awaiting Information:

21 Mayflower – Request for Reimbursement: Superintendent Boucher reported he is awaiting the insurance company's review.

North Street: Superintendent Boucher distributed a copy of the letter received from the Caldwell's attorney, which requires decisions to be made by the two homeowners regarding pipe connections that was missed during the title search during the purchase/sale of the Caldwell's home, and that cost-sharing would be a topic to be mutually agreed upon between the two parties, noting that one home is in Amherst and one is in Milford. Chairman Courage commented that no action is required by the Board of Commissioners on this matter at this time; this is a matter that Superintendent Boucher will pursue further.

DPW Grading: Superintendent Boucher will contact DPW Director Bill Ruoff to request three or four loads of gravel to be delivered to the road leading to the Curtis Well field and the road be graded.

Information Items

Activities Report - Reviewed by commissioners.

C-Power Payment re: Generator – Superintendent Boucher said the first check in the amount of \$297.44 had been received, for 20 minutes of time running the generator, and that the company's new name is Constellation Energy.

Miscellaneous Water Utilities Department Project Updates – Superintendent Boucher briefed the commissioners as to the internal candidate interviews for the vacant Operations Foreman Position.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, April 12, 2011 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

A motion to adjourn the meeting was made by Vice-Chairman Putnam at 7:35 p.m. Commissioner White seconded the motion. All voted in favor.

Respectfully submitted,

Evelyn B. Gendron

Robert E. Courage, Chairman

Date

Michael E. Putnam, Vice-Chairman

Date

Dale A. White, Commissioner

Date